



DAVE CHITTENDEN  
Chief Deputy Director

## County of Los Angeles INTERNAL SERVICES DEPARTMENT

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*"To enrich lives through effective and caring service"*

August 1, 2016

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Dave Chittenden  
Chief Deputy Director

A handwritten signature in blue ink, appearing to read "D Chittenden", is written over the printed name and title.

### **BOARD MOTION OF NOVEMBER 24, 2015, ITEM NO. 16 - COUNTY DATA CENTER LEASE – BI-MONTHLY REPORT NO. 4**

On November 24, 2015, your Board instructed the Director of Internal Services and the Chief Information Office to prepare bi-monthly reports on the progress of the build-out and preparations for the new County Data Center to ensure occupancy by the fourth quarter of Fiscal Year 2016-17.

#### **Summary**

The County Data Center relocation project is on schedule. Gartner Inc. has been selected to assist the County with the competitive selection process of possible Data Center providers.

#### **Accomplishments of the Current Reporting Period (June-July 2016)**

1. Began legal and business negotiations with the selected vendor.
2. Requested follow-up vendor clarifications.
3. Evaluated vendor follow-up responses.

#### **Planned Action for the Next Reporting Period (August-September 2016)**

Conclude legal and business negotiations.  
Make final selection vendor recommendation.  
Prepare selection recommendation for Board approval.  
Present recommendation to Board Deputies.  
Present recommendation for Board approval.

Each Supervisors  
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### **Project Timeline**

6/31/2016 – Complete selection/award process  
8/31/2016 – Complete negotiation/contracting process  
4/1/2017 – Begin Occupancy of the County Data Center  
12/31/2017 – Complete decommissioning of the Downey Data Center

### **Data Center Migration Preparation Activities**

11/1/2016 - Discovery, Assess, Strategy and Roadmap

- Establish Roles, Responsibilities & Governance
- Develop Stakeholder Identification/Communication
- Identify Operational and Service Delivery Requirements

04/01/2017 - Migration Planning and Design

- Complete application dependency analysis
- Complete data migration design
- Complete target site preparation plan
- Complete asset acquisition and disposition plan

12/31/2017 – Data Center Deployment and Migration

- Provision space, power, cooling, network
- Complete network deployment and latency testing
- Test and simulate application moves and back-out plans with stakeholders
- Complete application migrations
- Decommission of Downey Data Center

If you have any questions, please contact me at (323) 267-2103, via email [dchittenden@isd.lacounty.gov](mailto:dchittenden@isd.lacounty.gov) or your staff may contact Jac Fagundo at (562) 940-2903, via email [jfagundo@isd.lacounty.gov](mailto:jfagundo@isd.lacounty.gov).

DC:DW:JF:sg

c: ISD Board Deputies  
Chief Executive Officer  
Chief Operating Officer  
Chief Information Officer  
Executive Office, Board of Supervisors